#### Why Inspections Exist

Through the process of permits and inspections, the Housing and Community Development Department (HCD) is able to work hand in hand with mobile home owners and mobile home park owners to create a safe and healthful environment.

Contact the State of California Office:

Tel: (916) 255-2501 Fax: (916) 255-2535

The State laws, regulations and required forms are available from the State HCD web site at:

http://www.hcd.ca.gov/codes

All State of California laws are available at: http://www.leginfo.ca.gov



#### **Permits and Inspections**

For the MOBILE HOME structure, State permits are required for:

- Electrical alterations and repairs
- ♦ Fire damage
- ♦ Furnace replacement
- Plumbing alterations and repairs
- Room additions
- Roofs
- Structural Repairs
- Wall or opening changes
- ♦ Water heater replacement



#### When in question, contact:

Construction Permits HCD Northern Area Office Tel: (916) 255-2501

#### **Frequently Asked Questions**

- Q. Do I need a permit to replace my water heater, if so where do I get it?
- A. Yes, contact the State for a permit and once the work is completed, you will need to call a State inspector who will be responsible for inspecting the new water heater.
- Q. I want to enclose my existing front deck. What do I do next?
- A. You will need written permission from the park owner/manager, 3 sets of plans to obtain a permit from the Contra Costa County Building Department.
- Q. Title 25, what is it and where can I find it?
- A. Title 25 is the part of the State Codes and Standards used by the Housing and Community Development Department to guide the enforcement of safety and health conditions for both mobile home and parks.

Title 25 can be found on the State of California web site at:

http://www.hcd.ca.gov/codes



#### PERMIT FACTS

Pre-approved plans and drawings for porches, decks, cabanas and ramadas are available from the State by calling (916) 255-2501 or write:

State of California
Department of Housing and
Community Development
Division of Codes and Standards
1800 Third Street, Suite 260
P.O. Box 1407
Sacramento, CA 95826

The State will issue permits for small projects within a 30 to 45 day time period. Large projects may take from 90 to 120 days.

The more complete the information on the drawing and application is, the easier it is to expedite the permit process; i.e., show plumbing, electrical, windows, and doors.

Fees for permits are set by the State of California.

For your protection hire a licensed contractor. They are able to obtain permits, work is guaranteed and you are protected by the State Contractors' bond.

Always keep a signed copy of the final permit card.

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## CONTRA COSTA COUNTY

# A Guide to State Permits for a Mobile / Manufactured Home Park in Unincorporated Contra Costa County



### Construction Permits HCD Northern Area Office

9342 Tech Center, Suite 550 Sacramento, CA 95821 Tel: (916) 255-2501 Fax: (916) 255-2535